

## Registration, Guest Meals and Lodging Options

Conference REGISTRATION at: [www.surveymonkey.com/r/2016CommConfReg](http://www.surveymonkey.com/r/2016CommConfReg)

If more than one administrator is registering from your district, please complete a separate registration for each of them.

- Registration options
  - 3-day – Sunday evening through Tuesday afternoon - \$200
  - 2-day – Monday morning through Tuesday afternoon - \$175
  - 1-day – Sunday evening or Monday or Tuesday - \$75

Registration fees include full-day registration, meals, and materials. Online payments are not accepted; an invoice will accompany your confirmation by email.

### Cost for GUEST MEALS

If you are bringing guests, please complete the guest section on the registration form. List their name and select the MEALS they will be attending. Please do not include your meals in the guest section.

- Sunday – dinner/awards banquet - \$75
- Monday or Tuesday – breakfast - \$20; lunch - \$25

### LODGING

The Department has secured discounted blocks of rooms at three hotels located within a very short walking distance of the Cross Insurance Center at 515 Main Street, Bangor. Prices and contact information are listed below for each hotel. You must contact them directly to reserve your overnight accommodations.

*Note: Rooms not reserved 30 days prior to the conference are not guaranteed at the discounted rate. Also, if you plan to use a tax exemption, the name on the credit card must be the same name as on the tax exemption certificate.*

*Fireside Inn & Suites – 570 Main Street – 207-942-1234 – Refer to Dept. of Education room block*

- Standard room (One king or two queen beds) - \$79.95

*Hollywood Casino Hotel & Raceway – 500 Main Street – 877-779-7771 – Refer to group code EDUCATE*

- Single/Double (One king or two queen beds) - \$99
- Triple - \$119
- Quad - \$119

*Residence Inn by Marriott – 22 Bass Park Boulevard – 207-433-0800 – Refer to Dept. of Education room block*

- King studio (King bed, sofa bed, full kitchen, living area and sleeping area) - \$149

**Conference registrations are accepted through June 17. Payments must be received prior to June 24.**

Please make checks payable to: Treasurer, State of Maine and mail to the attention of Jennifer Pooler, Maine Department of Education, 23 State House Station, Augusta, ME 04333-0023. If you have any questions, please contact Jennifer Pooler at 207-624-6638 or [jennifer.pooler@maine.gov](mailto:jennifer.pooler@maine.gov).